



University Counseling Center

Postdoctoral Fellowship in Health Service Psychology

2023-2024 Training Year Recruitment Cycle

Information Brochure

INTRODUCTION

Vanderbilt University (VU), located in Nashville, Tennessee, is a private research university offering a full range of undergraduate, graduate and professional degrees. Vanderbilt is situated on a 330-acre campus near the economic center of the city, serving 13,710 students and employing more than 6,000 faculty and staff. The university is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award bachelors, masters, education specialists and doctoral degrees, as well as a full range of graduate and professional degrees, including business, law, medicine and nursing.

The Vanderbilt University Counseling Center (UCC) is committed to working with campus and community partners to provide holistic, inclusive, and accessible mental health and prevention services to support the academic and personal success of Vanderbilt's diverse student community. We promote social justice and an affirming caring culture through our clinical, outreach, consultation, and training services. We know that each student is unique both in terms of their identity and lived experiences, and we work with our campus partners to provide a comprehensive pathway of support options for students that are flexible and attentive to each individual's particular needs, opportunities, and challenges in a spirit of collaboration and mutual respect.

The Postdoctoral Fellowship at the Vanderbilt University Counseling Center (the UCC) is designed to provide advanced training to clinical and counseling psychologists who wish to build a career and assume leadership positions within a fast-paced, multidisciplinary university counseling center setting. The UCC is a large and well utilized counseling center that provides an array of services to both undergraduate and graduate students at Vanderbilt University. Services include individual and group counseling, cognitive and psycho-educational testing, trauma-informed care, outreach,

medication management, and crisis response. Under the supervision of a licensed psychologist, postdoctoral fellows assume many of the functions and responsibilities of UCC staff and are afforded ongoing opportunities, both formal and informal, for collaboration and consultation with a wide range of mental health providers and campus partners. Our multidisciplinary staff includes psychologists, psychiatrists, licensed professional counselors, licensed clinical social workers, and psychiatric nurse practitioners who collaborate to develop evidence-based treatment plans by working together with students, our campus partners, and community providers.

All fellowship-related training and clinical services are provided at the University Counseling Center with the exception of outreach opportunities, including Drop-In Consultation, which typically takes place at various sites across the university campus.

Below you will find a more complete description of the postdoctoral fellowship experience, including our training philosophy, training responsibilities, opportunities for working with specific populations and/or treatment modalities, practical considerations of the position, and application information.

The Staff

The Center Director, Training Director, Assistant Training Director, and all individual supervisors of postdoctoral fellows are licensed psychologists with health service provider designation in the state of Tennessee. In total, there are ten psychologists, one licensed social worker, and two licensed professional counselors involved in the postdoctoral training program overall as group supervision supervisors, urgent care supervisors, and seminar presenters, who represent an array of theoretical orientations, interests, and treatment modalities. UCC clinicians have expertise in psychological assessment and evaluation, Cognitive Behavioral Therapy, Acceptance and Commitment Therapy, Dialectical Behavioral Therapy, psychodynamic psychotherapy, biofeedback, trauma-informed care, and multicultural counseling. Additional opportunities for training and supervision in EMDR and hypnosis may also be available.

The UCC has full administrative support, including front desk staff and a designated administrative staff person whose job responsibilities include providing support to trainees and to the Training Director, including communication with fellowship applicants, onboarding of fellows into the university, and coordinating training activities. The front desk administrative staff assists all UCC clinical providers with coordination of client care, including scheduling. The UCC Office Manager works collaboratively with the Vanderbilt University Human Resources department to coordinate onboarding and off-boarding processes, along with addressing any paycheck, vacation time, insurance, or other such issues which might come up during the fellowship year.

The Setting

The Vanderbilt UCC is housed in a 12,000 square foot, two-story building on the Vanderbilt University campus. There is ample space which allows staff and all trainees to have their own offices. Each fellow's office is furnished comfortably and is equipped with a computer, connection to a secure printer, and phone. The UCC also provides tablets to all clinical staff for administration of assessment tools that interface with the electronic record-keeping system and for access to apps that may be used to support work with clients.

As with all Vanderbilt University buildings, the counseling center is compliant with the Americans with Disabilities Act and is equipped with accessible entrances and parking as well as an elevator. Additionally, as for all VU employees, postdoctoral fellows also have access to the VU Office of Equal Employment Opportunity (<https://www.vanderbilt.edu/eeo/>) if they have need of accommodations for disabilities.

TRAINING PHILOSOPHY

The postdoctoral year is one in which the fellow is transitioning from the status of "student in training" to that of licensed professional. The UCC training staff recognizes this important developmental transition and seeks to provide an extensive training experience that both supports and challenges fellows to make meaningful contributions through their direct clinical service, as well as through consultation, weekly staff meetings, case conference discussions, outreach opportunities, and didactic seminars. While fellows function within a training capacity, they are viewed and approached as valuable members of the clinical staff. From this perspective, fellows are seen as being early in their career but at an advanced level in terms of training. Thus, while great emphasis is placed on assisting fellows in continuing to cultivate their knowledge, skill, and overall professional identity, they are also expected to serve as colleagues to the clinical and administrative staff, as well as models of professionalism for the graduate-level practicum students and doctoral interns who also train at the UCC.

TRAINING OBJECTIVES/COMPETENCIES

The training objectives of the Postdoctoral Fellowship program are aligned with the profession-wide competencies specified by the APA for practice in health service psychology. UCC postdoctoral fellowship training objectives include the development of competence in the following areas:

Professional Values and Attitudes: as evidenced in behavior and comportsment that reflects the values and attitudes of psychology, including reflecting on, critically evaluating, and improving one's own professional performance.

Individual and Cultural Diversity: awareness, sensitivity and skill in working professionally with diverse individuals, groups and communities who represent various cultural and personal backgrounds and identities.

Ethical-Legal Standards: application of ethical principles and awareness of legal issues regarding the practice of psychology with individuals, groups, and organizations.

Research: ability to critically evaluate, disseminate, and generate research that contributes to the professional knowledge base and/or evaluates the effectiveness of various professional activities.

Evidence-based Intervention: ability to provide clinical interventions grounded in science to alleviate suffering and to promote the health and well-being of individuals, groups, and/or organizations.

Evidence-based Assessment: develop knowledge and competency in the selection, administration and interpretation of psychological assessments consistent with the best scientific research evidence.

Evidence-based Supervision: supervision and training in the professional knowledge base of enhancing and monitoring the professional functioning of others.

Consultation: engage in interprofessional and interdisciplinary collaboration to improve client outcomes and quality of care.

Communication and Interpersonal Skills: ability to communicate effectively, to interact appropriately, and to develop meaningful and helpful relationships in all professional roles.

TRAINING GOALS

Training experiences are grounded in the competencies above to provide advanced training to postdoctoral fellows to:

- perform initial clinical consultations/evaluations
- practice multi-modal psychotherapy (individual and group)
- practice psychology guided by professional ethics and research
- promote development of healthy professional identity
- develop cultural humility and respect for and awareness of human diversity
- develop skills in conducting outreach programming, professional presentations, and interprofessional consultation
- develop skills in professional mentoring

These goals are addressed by a number of training experiences that occur weekly or monthly, including didactic seminars, case conferences, campus outreach presentations, provision of individual and group psychotherapy, participation in individual and group/peer clinical supervision, mentoring of practicum level trainees, and completion of a scholarly project.

FELLOWSHIP OVERVIEW

The fellowship year typically begins in mid-August and runs through mid-August of the following year. The fellowship experience at the Vanderbilt UCC is considered full-time, based on 1900 hours of practice with an expectation of approximately 1000 hours of direct clinical service. Fellows gain experience with a variety of direct service activities throughout the year which are described in detail below. Although there is a predetermined set of expectations required to complete fellowship, the degree of involvement in some activities is negotiable and determined by the interest and experience of the fellow, as well as the needs of the center.

The fellowship position offers a salary of \$56,484 paid on a monthly basis. Fellows receive annual sick leave, as well as university holidays and professional development time for activities such as research, job interviews, and conferences. All fellows have a private office with a personal computer linked to the University network, and library privileges. Fellows may also opt into employee medical and dental insurance, as well as other employee benefits, which require an employee contribution.

Learning Activities/Training Curriculum

The primary training method is experiential. The following learning activities are a part of the fellows' weekly or monthly schedule. Satisfactory completion of these learning activities during the year-long (i.e., 1900 hours) postdoctoral fellowship meets supervised practice requirements for licensure as a Psychologist with Health Service Provider designation in the State of Tennessee.

- Individual and Group Psychotherapy (approximately 20 hours/week)
Fellows provide a wide range of direct clinical service at the UCC, including initial clinical assessment (intake), individual therapy, group therapy, and crisis care intervention. Through coordination and communication with the fellow and their primary supervisor, care is taken to balance the fellow's case load with respect to clinical acuity and presenting concerns, and consideration is given to the fellow's stated interest in working with a specific presenting concern or identity group (e.g., trauma treatment; LGBTQI- identified students).

Fellows typically see 18-20 individual psychotherapy clients per week. In addition, each fellow is required to co-facilitate one therapy group with a licensed mental health provider each semester during the academic year, with the option to co-facilitate more than one therapy group if desired and available. Fellows also participate in the weekly crisis response rotation shared among all UCC staff one hour per week. Thus, fellows can expect to accrue at least 1000 hours of direct clinical service over the course of the year.

- Supervision

Individual Supervision (weekly x 2 hours)

Over the course of the training year, fellows will have two supervisors of individual therapy, one for each half of the year, with whom they will meet for 2 hours weekly. This supervisor is known as the “Primary Supervisor” because this is the supervisor who has the most frequent and consistent contact with the fellow. All primary supervisors are licensed as psychologists with Health Service Provider designation in the State of Tennessee. Primary supervisors provide regular individual clinical supervision for individual psychotherapy, crisis intervention services, and consultation. Primary supervisors also provide training and oversight for case management, documentation, and other administrative activities. Supervision utilizes case discussion and review of video recordings, and supervisors provide fellows with ongoing, formative feedback and summative written evaluations of the fellow’s work and progress two times during the training year. The primary supervisor maintains professional responsibility for the fellow’s clinical cases and co-signs all individual therapy notes written by the fellow.

Group Supervision (weekly x 1 hour): supervision of individual therapy in a group format.

The postdoctoral fellows and doctoral interns meet weekly for group supervision of individual therapy supervised by two licensed mental health providers on staff at the UCC. During Group Supervision trainees rotate responsibility for presenting a clinical case, and the supervisor facilitates the discussion of the cases. Utilizing an informal case presentation format, trainees select cases to present and prepare diagnostic and treatment-related questions for their peers and supervisor. Presentation of video recordings of psychotherapy sessions may be used to enhance the clinical presentations. Licensed staff facilitators provide information about the fellow’s progress to the primary supervisor during regularly scheduled supervisor meetings or informally between meetings. Note that the primary doctoral-level licensed psychologist maintains responsibility for overall supervision, including oversight and integration of supervision provided by other professionals.

Supervision of Urgent Care (weekly x 1 hour)

Fellows are required to join the urgent care team of clinicians, who provide urgent care for university students who walk-in or call the UCC indicating the need for immediate support. At the UCC, two members of the urgent care team and one leadership team member are on-call each day of the work week, from 10am to 4pm, to provide this level of care for students. Fellows participate in one 6-hour Urgent Care rotation per week and are supported by a secondary Urgent Care provider as well as a leadership team member. All urgent care providers also attend a weekly consultation and supervision meeting that is co-facilitated by the Associate Director for Clinical Operations and the Associate Director for Administration and Clinical Services.

Supervision of Group Therapy (weekly x 30 minutes)

Fellows are required to co-facilitate at least one weekly psychotherapy group with or supervised by a licensed member of the UCC staff. Following each group therapy session, the fellow and the supervising co-facilitator meet for 30 minutes of face-to-face supervision to discuss the therapeutic group process within the session. The fellow is provided with feedback concerning the therapeutic process and their own participation and performance in the group. The supervisor of group therapy provides information about the fellow's progress to the primary supervisor during regularly scheduled supervisor meetings as well as informally between meetings. While the group supervisor co-signs all group therapy notes written by the fellow, the primary doctoral-level licensed psychologist maintains responsibility for overall supervision, including oversight and integration of supervision provided by other professionals.

- Outreach (schedule varies)

Fellows participate in outreach programming with the larger university community throughout the year. Opportunities for outreach can be coordinated depending on expressed interest in potential work or partnership with various campus partners (e.g., the Center for LGBTQI Life, the Black Cultural Center, Residential Experience, Athletics). Fellows can also facilitate Drop-In Consultation, a service that offers informal, confidential consultations at various sites on campus.

- Advanced Assessment (optional)

Fellows may opt to provide psychological assessment services during the training year. Advanced training in psychological assessment includes test selection and administration, scoring of instruments and interpretation of results, writing a comprehensive assessment report, and providing a feedback to the client. Supervision of assessment is provided by a licensed psychologist with specific training in assessment.

- Scholarly Project (dedicated time provided)

Fellows are expected to contribute to the center through the completion of a scholarly project. Like the clinical training at the UCC, this project is considered to be flexible enough to allow the fellow to pursue particular areas of interest. The ideal project will be grounded in, or informed by, existing research/literature and will be undertaken with the aim of enhancing the clinical, administrative, and/or organizational goals of the center. Outreach program development, group therapy initiatives, organizational assessment, and clinical workshops are only some examples of possible scholarly projects.

Fellows and their supervisor will begin to discuss projects ideas at the beginning of the training year, followed by the creation of a more formal and comprehensive outline of the plan, which is ultimately reviewed by the supervisor and UCC Training Director before the project is initiated. There is no set timeline for project completion, but the postdoctoral training year will not be considered successfully completed until the project is brought to fruition. While the Training Director provides oversight of the project and the fellow's progress, other UCC clinical staff who possess expertise in the area associated with the fellow's project may assume a mentoring role.

- Postdoc Seminar (monthly x 1 hour)

Postdoctoral fellows participate in a didactic seminar with peers from the Vanderbilt University Medical Center Department of Psychiatry and Behavioral Sciences Postdoctoral Fellowship Training Program in Professional Psychology with which the Vanderbilt UCC maintains a collaborative relationship. This collaborative didactic seminar is co-facilitated by UCC supervisors and psychologists who are faculty members in the Department of Psychiatry, giving fellows opportunities to learn from variety of supervisors who are engaged in clinical service delivery in a number of different clinical settings with a range of diverse clients (e.g., primary care, at-risk youth, first episode psychosis). The Postdoc Seminar includes a breadth of topics touching on the 9 profession-side competencies, including ethics, cultural diversity in practice, professional development and behavior, assessment, intervention, and supervision.

- UCC Clinical Teams (biweekly x 1 hour)

The UCC Clinical Teams are small, multidisciplinary group case consultation meetings that occur twice a month at the UCC and follow a format in which a UCC staff members present clinical cases that are complex in nature and may require integration of multiple services. This is a center-wide initiative where staff and trainees are separated into four multidisciplinary groups and offer case consultation to one another. This small case conference format provides an opportunity for staff to solicit clinical consultation from their peers who may represent different disciplines and have different areas of clinical expertise. Fellows participate in this biweekly case conference as general attendees and are also included in the schedule of presenters. Clinical Teams conference presentations are formatted specifically to address presenting concerns within a framework that considers individual and cultural identity and other relevant contextual variables, and typically focuses on treatment planning for brief intervention.

Fellows present in Clinical Teams meetings throughout the training year. No specific rubric for the presentation is required.

- Affinity Group (monthly x 1 hour)

Once per month, staff and trainees attend a meeting of identity-based Affinity Groups that are intended to further social justice work and racial equity initiatives within the UCC. Staff and trainees self-select to attend the Black Affinity Group, Non-Black Staff of Color Affinity Group, or the White Accountability Group.

- Facilitation of Practicum Seminar (weekly x 1 hour)

During the second half of the postdoc year, fellows take over responsibility for facilitating the case presentation aspect of a weekly seminar held for practicum-level trainees at the UCC. In this role, fellows guide the discussion of cases, highlight issues to consider, and provide suggestions for managing aspects of the cases presented, allowing them to take on a consistent mentoring role for less advanced trainees and to gain experience enhancing and monitoring the professional functioning of others.

- Mentoring of Doctoral Interns (monthly x 1 hour)

Fellows also facilitate a monthly support space for UCC interns to discuss topics of interest and importance to interns, including but not limited to applying for postdoc positions, wellbeing and self-care during internship, managing difficult conversations, and matters of professional identity.

Opportunities for Participation on UCC Committees

The program's primary training method is experiential. Regularly scheduled training experiences occur weekly or monthly, including didactic seminars, case conferences, campus outreach presentations, provision of individual and group psychotherapy, participation in individual and group/peer clinical supervision, mentoring of practicum level trainees, and completion of a scholarly project.

While all UCC clinical providers, including postdoctoral fellows, are expected to function as generalist practitioners who are able effectively to manage the mental health needs of students who present with a range clinical concerns and intersecting identities, the fellowship training program is typically able to offer fellows opportunities to focus at least part of their training on treatment of a particular presenting condition (e.g., trauma; alcohol and other drug use; eating disorders) or use of a specific treatment modality (e.g., Dialectical Behavioral Therapy or biofeedback). Opportunities also are available to partner with campus identity centers to provide clinical and outreach services to specific student populations (i.e., international students, students identifying as LGBTQ+).

One of the three UCC postdoctoral fellow positions is specifically intended to provide mental health services for the university's varsity student-athletes. The fellow in this

role provides a full range of mental health intervention services to student-athletes, including intervention, assessment, and outreach, as well as consultation to athletic coaches and trainers with the intention of promoting student-athlete wellbeing.

UCC postdoctoral fellows may choose to focus an added portion of their clinical time providing formal psychological assessments. If they choose, fellows may join the UCC's Diversity Alliance, which steers the center's efforts to center social justice and anti-racism in all UCC clinical and outreach activities. Fellows are also invited to join the UCC Wellness Committee, which is tasked with promoting work/life balance, encouraging a sense of community, and injecting fun into the work environment.

Postdoctoral fellows are challenged to consider the full complexity of the clients they serve and identify not only their clinical needs but also appropriate resources within and outside of the center that will assist clients in achieving their goals. The diversity of UCC clientele represents an opportunity for fellows to pursue specific clinical interests. UCC clients present with a wide range of concerns, identities, and cultural backgrounds. As such, fellows can expect to develop rich caseloads that vary in terms of complexity and treatment duration.

Weekly Schedule

Below is an estimated weekly schedule, based on an approximate 40-hour work week.

ACTIVITY	Hours per Week
Individual therapy	18-20
Group therapy	2-4
Assessment	varies
Individual supervision	2
Group supervision	1
UCC Clinical Teams	2 hr/month
Practicum training	1.5 hrs/week in spring only
Urgent Care coverage	1-2
Scholarly Project	1-3
Didactic Seminar	1 hr/month
Support Space for Doctoral Interns	1 hr/month
UCC Staff Meeting	1.5
Clinical support activities	5
EPPP study time	5 May, June, July

MONITORING & EVALUATION OF TRAINEE PROGRESS

All fellows will be monitored and evaluated using a competency-based format that aligns with the stated training objectives and emphasizes acquisition of the profession wide competencies for health service psychology. Clear objective criteria will be applied for evaluation of achievements (e.g., number of patients seen, number of reports written, manuscript submissions).

A needs assessment will be completed with each trainee and their primary supervisor, within the first two weeks of training year. The plan will include an assessment of strengths and weaknesses across different areas, along with a plan for meeting training goals. Progress toward achieving these goals will be reviewed throughout the year. The primary supervisor and Training Director will regularly monitor the plan to ensure that each trainee is on the right path for success. If any trainee lags in meeting their development plan objectives, the primary supervisor and Training Director will identify barriers to success and adjust the mentorship plan accordingly (e.g., hold meetings with primary supervisor and trainee, recommend additional development activities). Details on the evaluation process are outlined below.

EVALUATION PROCESS

The fellows will be evaluated three times during the year: December, April, and August. All supervisors of a fellow's work (i.e., of intervention, assessment, scholarly activities) contribute to the evaluation, which the primary supervisor formally reviews with the fellow. This evaluation is then sent to the Training Director. Each fellow will also complete a written evaluation of his/her supervisors to the Training Director at the same three intervals.

It is the responsibility of the training faculty to identify any serious problems or deficiencies as early as possible. Feedback should be given in a timely manner such that low ratings on the formal written evaluation are not the fellow's first indication that they are not performing at the expected level. If the problem is of such severity as to call into question the fellow's successful completion of the program, the Training Director will be informed, and a written plan will be developed and implemented, in collaboration with the trainee, to remedy the problems (see Due Process section below).

See Notebook Appendix for Postdoc Evaluation Form

TRAINING STAFF

Training Leadership Team

Training Director

Ruth Howard, Ph.D., HSP

Dr. Ruth Howard is the UCC Training Director, with primary responsibility for oversight of all training programs at the UCC, including a clinical practicum program for graduate students representing various mental health disciplines (e.g., professional counseling, social work, and clinical/counseling psychology) and an APA accredited internship in health service psychology in addition to the UCC Postdoctoral Fellowship Program. Dr. Howard joined the University Counseling Center in 2020 and is a licensed psychologist in the State of Tennessee. She completed her undergraduate degree at the University of Miami and received her Ph.D. in Counseling Psychology from the University of Wisconsin-Madison.

Dr. Howard maintains primary responsibility for directing and organizing the postdoctoral fellowship training program, including monitoring and evaluating the training program's goals and activities and documenting and maintaining fellow training records.

Assistant Training Director

Nalini Conner, Ph.D., HSP

Dr. Conner is a primary intern supervisor and supports the Training Director in overseeing all the training programs at the UCC.

Practicum Coordinator

Stephanie Singer, LPC-MHSP, NCC

Stephanie is a member of the Urgent Care team and provides direct support to all Practicum Trainees at the UCC. As Practicum Coordinator, Stephanie may co-facilitate the Practicum Seminar Group Supervision meeting or consult with the Postdoctoral Fellows when needed.

Training Faculty

The following individuals are actively involved in the training of postdoctoral fellows as supervisors, mentors, and administrators.

Todd Weinman, Psy.D., HSP

University Counseling Center Director

Mary Clare Champion, Ph.D., HSP

Associate Director for Administration and Clinical Services

Melissa Porter, Psy.D., HSP

Associate Director for Clinical Operations

Ciera Scott, PhD, HSP
Associate Director for Community Engagement

Julie Sutcliffe, PsyD, LP, CMPC
Assistant Athletic Director for Sport Psychology and Mental Performance

Tess Kilwein, PhD, HSP, ABPP, CMPC
Sport Psychologist

Viviana Grice, LPC/MHSP, NCC
Senior Therapist and Group Supervision Supervisor

Heather Boyd, LCSW
Therapist and Group Supervision Supervisor

Anabella Pavon Wilson, Ph.D., HSP
Staff Psychologist

COMPLETION OF THE PROGRAM

Upon successful completion of the program, fellows will be awarded a certificate of completion. This certificate will validate that the trainee has successfully completed all the program requirements and has acquired expertise in the field of health service psychology. This certificate will be awarded after final evaluation by the Training Committee.

POSTDOCTORAL FELLOW SELECTION CRITERIA

Fellows are selected on a competitive basis based upon previous clinical experience, recommendations from supervising professionals, and fit between applicants' experience and interests with the services provided by the University Counseling Center. Applications are reviewed by the Training Director and two additional UCC psychologists, who then select a smaller group of applicants to interview. Interviews are typically virtual. The Training Director is responsible for the selection of fellows and does so in consultation with the UCC psychologists involved in application reviews and applicant interviews.

Prior to the start of the fellowship, fellows must have completed all clinical psychology doctoral degree requirements from an APA/CPA- accredited graduate program, including an APA/CPA accredited doctoral internship.

FURTHER INFORMATION AND TO APPLY

For further information or for informal inquiries, please contact Ruth Howard, Ph.D., HSP at ruth.howard@vanderbilt.edu or (615) 322-2571 with any questions related to the postdoctoral fellowship position. To apply for the position, please send an application, including a CV, letter of interest, and two letters of recommendation (at least one from applicant's internship site) to ruth.howard@vanderbilt.edu.

The Vanderbilt University Counseling Center Postdoctoral Fellowship Training Program in Health Service Psychology is an APPIC member program and will follow APPIC guidelines for postdoctoral selection ([APPIC Postdoctoral-Selection-Guidelines](#)), including extending offers on APPIC's Uniform Notification Date (UND).

The deadline for completed applications is [date TBD].

Applicants will be notified of interview decisions on or before [date TBD]; interviews will take place [date TBD].

The Uniform Notification Date is [date TBD]

Number of Positions: 3

Salary: \$56,484

Benefits: Health Benefits; vacation and sick leave; professional development time; and university vacation and holidays.

Postdoctoral Fellows receive \$1000 in professional development funds to be used for attendance at conferences and other professional trainings. These funds cannot be used to cover licensing fees, EPPP fees, books or journal subscriptions, or membership fees.